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meeting
ER-5-4185

8 April 1954

MEMORANDUM FOR: Mr. [REDACTED]
Assistant to the Director

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SUBJECT : Items for Inclusion on the Agenda for the Assistant Directors' Meeting to be Held on 12 April 1954.

1. Testifying Before or Submitting Evidence to Security Hearing Boards of Other Government Agencies:

Occasionally CIA employees are requested to appear as witnesses or to furnish statements to be used in evidence before Security Hearing Boards of other agencies. In the past such requests have not always been promptly referred to the Director of Security and this omission has, in some cases, resulted in embarrassment, misunderstanding, and possible security compromises.

It is suggested that the Director bring up the matter at the Assistant Directors' Meeting and give Colonel Edwards a chance to amplify this statement and impress upon those concerned the importance of having any such requests referred immediately to his Office.

2. Management Staff:

It is suggested that the Director call attention to the reorganized Management Staff (see attached publications) under the Deputy Director (Administration) which will include the old Management Improvement Staff, the Records Management Staff, and the Regulations Control Staff. Mr. John [REDACTED] should be announced as the Chief of this newly organized Staff. (In this connection, Mr. [REDACTED] name should be added to the list of those who attend the Assistant Directors' Meeting.)

I believe that it is important for this announcement to come from either the Director or the Deputy Director and that it be clearly stated that one of this Staff's major objectives will be to find ways and means to reduce the personnel on duty with the Agency.

3. Personnel Ceilings:

The Director has stated often, and particularly at our budget hearings before the House Appropriations Committee, that he believed the

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Agency had reached its peak strength and, in fact, could get along with a considerable reduction in its present personnel strength.

Approved personnel ceilings, however, would allow an expansion of staff employees of approximately 600 over our present "on duty" strength. If we are actually determined to make a conscientious effort to reduce our personnel strength, an over-all expansion of 600 people is not consistent with this objective.

In discharging my responsibility for the control of personnel ceilings, it is only natural that I find great resistance any time I make a suggestion that someone can get along with fewer people.

In view of the Director's statement to the House Appropriations Committee that we expect to be able to reduce our personnel, I think that we may be subject to severe criticism if we go back next year showing an increase over our present strength. I would suggest that the Director discuss this matter again at the Assistant Directors' Meeting, require all components to re-examine their personnel needs, and to express his determination to effect reductions. Such an expression from the Director will be of substantial assistance to the Deputy Director (Administration) and the Management Staff in trying to accomplish this objective.

/s/

L. K. WHITE
Acting Deputy Director
(Administration)

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